

MAYOR & COUNCIL AGENDA COVER SHEET

MEETING DATE:

July 21, 2003

CALL TO PODIUM:

Mark DePoe

RESPONSIBLE STAFF:

Mark DePoe,
Long Range Planning Director

AGENDA ITEM:
(please check one)

	Presentation
	Proclamation/Certificate
	Appointment
X	Public Hearing "JOINT"
	Historic District
	Consent Item
	Ordinance
	Resolution
	Policy Discussion
	Work Session Discussion Item
	Other:

PUBLIC HEARING HISTORY:

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	7/02/2003
	7/09/2003
Hearing Date	7/21/2003
Record Held Open	
Policy Discussion	

TITLE: MP-1-03**2003 Master Plan Land Use Element Amendment.****SUPPORTING BACKGROUND:**

Gaithersburg, as an incorporated city, is subject to Article 66B—Land Use, of the Annotated Code of Maryland. Section 3.05, of Article 66B, requires that the City's Master Plan shall be reviewed and if necessary revised or amended at least once every six years. Section 3.05(a)(1) requires that the Planning Commission "shall make and approve a plan which the commission shall recommend" to the Mayor and City Council.

The Mayor and City Council, Planning Commission, City Staff and the citizens of Gaithersburg began the process of updating the Master plan by creating a vision for the community during several public work sessions in 2002. A host of nine Themes were created during this process and adopted by the Mayor and City Council on October 7, 2002 and were the catalyst to establishing a new vision and approach to crafting a Master Plan.

The Master Plan is made up of a number of specific Elements and a decision was made to review and update each Element individually. The first element to be reviewed is the 2003 Land Use Element. The 2003 Land Use Plan Element Master Plan Amendment is recommending, revising and amending the City's current Master Plan. The land use plan includes fifty-seven separate map designations, five special study areas, and supporting information. The land use proposals described in the draft 2003 Land Use Element have been formulated utilizing a series of stakeholders meetings, Mayor and City Council and Planning Commission joint work sessions, and staff's professional judgment and knowledge of the City. Citizen participation has been an integral part of the preparation of the Master Plan.

Planning Commission recommendation is tentatively scheduled for September 3, 2003. The Mayor and Council policy discussion and adoption are tentatively scheduled for September 15, 2003.

Attached:

- Exhibit 1: Joint Public Hearing Advertisement
- Exhibit 2: Notice of Public Hearing
- Exhibit 3: Memorandum from City Attorney dated May 7, 2003
- Exhibit 4: MNCPPC letter dated June 6, 2003
- Exhibit 5: Maryland Department of Planning letter, dated June 9, 2003
- Exhibit 6: NCPC letter, dated July 14, 2003
- Exhibit 7: Joint Public Hearing Staff Presentation
- Exhibit 8: Draft 2003 Land Use Element [Previously Distributed]

DESIRED OUTCOME:

Hold Record Open: Planning Commission for 43 days (September 2, 2003); Mayor and City Council for 51 days (September 10, 2003).

CITY OF GAITHERSBURG
31 South Summit Avenue
Gaithersburg, Maryland 20877
Telephone: 301-258-6330

NOTICE OF JOINT PUBLIC HEARING

**MASTER PLAN AMENDMENT: 2003 LAND USE PLAN,
AN ELEMENT OF THE CITY OF GAITHERSBURG MASTER PLAN**

APPLICATION: MP-1-03

APPLICANT: City of Gaithersburg Planning Commission

Please take notice that a joint public hearing on the above-referenced application will be conducted by the City of Gaithersburg Mayor and Council and Planning Commission on Monday, July 21, 2003 in the Council Chambers at City Hall at 7:30 p.m. or as soon thereafter as this matter can be heard.

Gaithersburg, as an incorporated city, is subject to Article 66B—Land Use, of the Annotated Code of Maryland. Section 3.05, of Article 66B, requires that the City's Master Plan shall be reviewed and if necessary revised or amended at least once every six years. The proposed 2003 Land Use Plan Element is recommending revising and amending the City's current Master Plan.

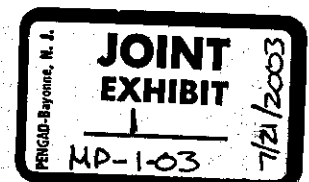
The 2003 Land Use Plan Element Master Plan Amendment recommends a revision of the City's current Master Plan. The land use plan includes fifty-seven separate map designations, five special study areas, and supporting information. The land use proposals described in the draft 2003 Land Use Element plan have been formulated utilizing a series of stakeholders meeting, Mayor and City Council and Planning Commission joint work sessions, and staff's professional judgement and knowledge of the City.

A copy of the 2003 Land Use Element and a map depicting the map designations and study areas are available for public inspection from the Planning and Code Administration at City Hall, 31 South Summit Avenue, between the hours of 8 a.m. and 5 p.m., Monday through Friday, or may be viewed on the City's website www.ci.gaithersburg.md.us.

Please forward any comments to the Planning and Code Administration office, attention Mark DePoe, or you may email your comments to mdepoe@ci.gaithersburg.md.us. For any further information, please contact the Planning and Code Administration at 301-258-6330.

CITY OF GAITHERSBURG

By: Mark DePoe
Mark DePoe, Long-Range Planning Director
Planning and Code Administration



NOTICES SENT THIS 1st DAY OF JULY, 2003 TO:

INTERESTED PARTIES:

(A list of names and addresses is on file, available at City Hall in the Department of Planning and Code Administration.)

MAYOR AND COUNCIL

PLANNING COMMISSION

CITY STAFF

David Humpton, City Manager

Stan Abrams, City Attorney

Mary Beth Smith, Public Information Director

Doris Stokes, Administrative Assistant



June 26, 2003

Karey Major
Law Section
The Gaithersburg Gazette
P.O. Caller 6006
Gaithersburg, Maryland 20884

Dear Ms. Major:

Please publish the following legal advertisement in the **July 2, 2003** and the **July 9, 2003** issues of the Gaithersburg Gazette.

Sincerely,

Mark A. DePoe
Long-Range Planning Director

ASSIGNED CODE: MP-1-03 ACCTNO. 133649

NOTICE OF JOINT PUBLIC HEARING

MASTER PLAN AMENDMENT MP-1-03: 2003 LAND USE PLAN AN ELEMENT OF THE CITY OF GAITHERSBURG MASTER PLAN

The Mayor and Council and Planning Commission of the City of Gaithersburg, Maryland, will conduct a joint public hearing on the Master Plan Amendment MP-1-03 for the draft 2003 Land Use Plan, an element of the City's Master Plan, on

**MONDAY
JULY 21, 2003
AT 7:30 P.M.**

or as soon thereafter as this matter can be heard in the Council Chambers at 31 South Summit Avenue, Gaithersburg, Maryland.

Gaithersburg, as an incorporated city, is subject to Article 66B—Land Use, of the Annotated Code of Maryland. Section 3.05, of Article 66B, requires that the City's Master Plan shall be reviewed and if necessary revised or amended at least once every six years. The proposed 2003 Land Use Plan Element is recommending revising and amending the City's current Master Plan.

Public comment is invited at the joint public hearing on the 2003 Land Use Element document which includes, fifty-seven separate map designations, five special study areas, and supporting information.

City of Gaithersburg • 31 South Summit Avenue, Gaithersburg, Maryland 20877-2098
301-258-6300 • FAX 301-948-6149 • TTY 301-258-6430 • cityhall@ci.gaithersburg.md.us • www.ci.gaithersburg.md.us

MAYOR
Sidney A. Katz

COUNCIL MEMBERS
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Geraldine E. Edens
Henry F. Marraffa, Jr.
John B. Schlichting
Ann T. Somerset

CITY MANAGER
David B. Humpton



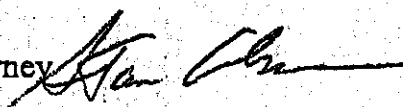
Further information is available, as well as a map depicting the map designations and study areas and the 2003 Land Use Element for public inspection from the Department of Planning and Code Administration at City Hall, 31 South Summit Avenue, between the hours of 8 a.m. and 5 p.m., Monday through Friday. The 2003 Land Use Element can also be viewed on the City's website www.ci.gaithersburg.md.us.

To register your intent to testify at the public hearing, or for any questions related to the draft land use plan, please contact Mark DePoe at the Planning and Code Administration at 258-6330.

Mark A. DePoe
Long-Range Planning Director

MEMORANDUM

TO: Fred Felton, Asst. City Manager

FROM: Stanley D. Abrams, City Attorney 

SUBJECT: Recommendations for City Master Plan Land Use Element

DATE: May 7, 2003

Enclosed are certain pages from the master plan draft (see attached) which have my proposed revisions. I have placed emphasis on adding language dealing with "special conditions" (pp 6, 8), transportation (pp 24, 25), Casey Goshen Special Study Area (p.6) and transportation improvements for Casey-Metropolitan Grove Road Tract (p. ____?)

Special conditions will be an important planning tool and it should be remembered that procedurally we need a separate hearing for the special conditions. We can have a single hearing for all of the special conditions but it must be in addition to the hearings on the general land use element and not merged into it.

Transportation impact is also important particularly with respect to the City Council discussion of levels of service (LOS) of transportation facilities. I am also enclosing a memo directed to Dave Humpton on this subject.

Finally, a considerable number of map designations (26-30, 32-38, 42, 49, 51 (option B), 52 & 54) have open space designations for land use. I think there needs to be some text added to the plan to discuss what this means, goals in setting forth this designation and how it is interrelated with development, if any, on properties which are designated this way. We want to provide guidance and not establish an element or basis of a "takings" claim.

City of Gaithersburg • 31 South Summit Avenue, Gaithersburg, Maryland 20877-2098
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CITY MANAGER
David B. Humpton



Master Plan Process

The master plan is designed to establish a vision and long-range plan for the City's future. It sets policies, identifies and evaluates community planning goals and areas of community concern, and in the final analysis, presents a recommended plan.

The process of developing and adopting a master plan involves many tasks such as social and demographic research, land use review, policy issues identification, community involvement and participation, and coordinating separate land use, housing, transportation, community facilities, recreation and natural resource plans.

By evaluating current conditions and future trends, The City of Gaithersburg has developed a master plan to support its vision of leadership in the years to come. A unified vision for the future of the City, representing ideas from the citizens, the local business community, industry, elected officials, regulatory agencies, and other interested parties, is a major achievement of the master plan.

The master plan process also includes ongoing review and revision of the plan. The process is a continuous one if a local jurisdiction is to keep its master plan current and geared to the evolving needs of its community. In fact, the State of Maryland's 1992 Planning Act mandated that each jurisdiction exercising planning and zoning authority provide to the Governor a schedule for updating the required elements of the local master plan.

Themes

The Mayor and City Council, City Staff and the citizens of Gaithersburg began the process of updating the Master plan by creating a vision for the community during several public work sessions in 2002. A host of nine "themes" were created during this process. The themes will set the vision of the City and help with future policy decisions regarding the City's identity, redevelopment options, the location of town centers, environmental protection, transportation options, the scope and scale of community facilities, housing needs, economic development and education.

Land Use

An overriding goal of this Master Plan update is to examine the City's land use, transportation, housing, recreation, community facilities, and other social, civic and economic needs of the City. The land use element of the Master Plan is viewed as the core of the Master Plan since it provides the basic strategy that will allow the City to accommodate residential, commercial, institutional and industrial growth.

Special Study Areas

Another key section of the Master Plan update is the designation of ten Special Study Areas. The ten Special Study Areas include land that will be the subject of intensive review of existing physical conditions and planning influences, discussions with citizens and elected officials about desired community character, and analysis of likely future development and needs. The forums for this review include stakeholders meetings for each Special Study Area and Joint Mayor & City Council and Planning Commission work sessions to provide consensus on options for future land use.

City Staff is also working on updating other sections of the Master Plan concurrently with the Special Study Area reviews. These sections include the Bikeways and Pedestrian Plan, Sensitive Areas Plan, Transportation Plan, and an update of demographics and population projections section of the Master Plan. The City will also review its existing Smart Growth and Housing Policies.

The Master Plan sets the vision for the actions to be taken by the City in implementing the Plan, and it is intended to provide a direction for all future planning decisions. It is expected that the Mayor and City Council will adopt the new updated Master Plan in 2003.

SPECIAL CONDITIONS

An important feature of the master plan is to identify conditions for the approval of development of certain identified properties and areas. The implementing sections 24-170A of the City Zoning Ordinance, ^{and 24-16.05, 13 (b) (3)} ^{development plan for} ^{properties in a case} ^{requiring} ^{and special condition} requirements may only be approved upon a finding of compliance consisting w/ the special conditions set forth in the master plan. These conditions are ^{mandatory} in terms of approving a Submittal Development Plan (SDP) under the MxT zone and for all other plans, irrespective of the zoning district.

each Special Study Area and Joint Mayor & City Council and Planning Commission work sessions to provide consensus on options for future land use. *Some of these Special Study areas will contain Special Conditions relating to the approval of development consistent with the requirements of the master plan.*

1997 Strategic Directions

- Actively pursue economic development programs and strategies
- Actively pursue Olde Towne Blueprint
- Maintain support of neighborhood Community Policing programs
- Pursue programs that preserve and improve current and future housing stock and mix (e.g., aging apartments)
- Create and implement a Master Plan for parks, recreation, cultural and leisure time activities—include private enterprise
- Implement recommendations from ongoing evaluations of natural resources and encourage the protection and enhancement of the environment (streams, parks, stormwater management, and other CIP projects)
- Evaluate and pursue programs that foster educational and recreational opportunities for youth that are underserved by existing resources
- Implement recommendation #5 of the transportation element of the Master Plan (bicycle and sidewalk projects)
- Continue technology planning to ensure the City derives the benefits of technology
- Continue communication activities and explore programs that promote citizen involvement

THEME 5 – TRANSPORTATION

Theme: Gaithersburg is a community that provides a wide number of transportation choices to overcome pressing transportation issues, including but not limited to encouraging mixed-use development, use of transit, bicycling, and pedestrian oriented urban design to reduce reliance on the automobile.

Objective A: Work with other government agencies, including the Metropolitan Washington Council of Governments, to ensure the economic vitality and high quality of life in the city and region by improving the regional transportation network.

Action 1: Coordinate with other government and agencies to identify and make improvements to congested travel corridors.

Action 2: Provide strong policy guidance to the State, County, and the Council of Governments regarding future improvements to County, State and federal highways.

Action 3: Ensure compatibility of local transportation projects with regional transportation facilities.

Action 4: Require preservation of right of ways for future transportation projects.

Action 5: Support strategies that reduce peak-hour travel such as carpooling, telecommuting, bicycling, etc.

Action 6: Enter into a Memorandum of Understanding with Montgomery County concerning the use of Impact Tax Revenues collected from development.

Objective B: Limit new development when the transportation system can not support an increase in volume.

Action 1: Consider current congestion, funded improvements, and planned improvements when determining whether proposed development can be supported.

Action 2: Mandate appropriate mitigation in order to minimize impacts to the transportation system caused by all development. Appropriate Mitigation measures are unique to each development. Mitigation measures can include but not be limited to the following items: Road Widening; Intersection Improvements; Hiker-Biker Trail and Sidewalk Construction; Internal Development Circulation and Ingress/Egress Modifications; Internal and External Parking Improvements; Ride Sharing Programs and Other Traffic Reduction Measures.

Action 3: Mandate that proposed development which generates 50 or more peak hour trips will not be approved if it is found that unacceptable critical lane volumes ^{exceeding} 1,450 exist at nearby critical intersections (taking into account existing and programmed transportation improvements), unless the

OR will exist considering the effects of a proposed development

(CLV)

For Those Areas Where Critical Lane Volumes already exceed 1,450 zoning and development approvals should not be granted without the developer initiated or funded improvements which will reduce the CLV to 1,450 or there exists at the time of such approval.

developer makes transportation improvements to that would improve the existing Level of Service (LOS). However, simply meeting the critical lane volume standard of 1,450 does not guarantee that additional improvements can not be required.

Action 4: Continue to evaluate adequacy of the transportation system through specific studies as part of development and annexation process.

Objective C: Improve the efficiency and safety of roads and intersection operations.

Action 1: Conduct a comprehensive study of all major roads and intersections and make recommendations to improve road and intersection operations.

Action 2: Monitor accident and congestion data to assist in prioritizing improvements.

Action 3: Work with Montgomery County and the State of Maryland to implement the recommendations resulting from Actions 1 and 2 above.

Objective D: Support transportation needs in local neighborhoods.

Action 1: Identify strategies to route through traffic away from affected local streets.

Action 2: Carefully consider future roadway widenings within the City to assure that neighborhoods are not adversely impacted.

Action 3: Continue to address neighborhood traffic calming needs.

Objective E: Promote alternatives to single-occupant vehicle trips, such as shared-ride programs, transit, bicycling, and walking to reduce pollution and promote mobility for all residents.

Action 1: Consider forming a Transportation Management District in cooperation with Montgomery County and City of Rockville.

Action 2: Continue to develop a transit-friendly community by providing infrastructure, transit shelters, pull-off lanes, and hiker-biker links to existing and planned residential and commercial developments, public facilities such as parks and schools, and transportation facilities such as park-and-ride lots and rail centers.

Action 3: Work closely with Montgomery County and the Metropolitan Washington Council of Governments to expand bus services to better serve local neighborhoods, and commercial and employment areas.

Action 4: Promote transit as a more attractive travel choice through local advertising and endorsement in public service announcements.

Action 5: Consider public transportation options for new public improvement projects such as parks and other public land-uses.

The development of this property is governed by A Second Addendum to Annexation Agreement dated April 22 2003. The ~~Terms and~~ recommendations above must be consistent with the terms of the Second Addendum and any inconsistency shall be resolved in favor of the terms and provisions of the Second Addendum.

system, and future development of this site. Additional plantings should be located within the stream valley buffer and all "watchlist" species shall be protected and not allow for any disturbance.

Land Use and Zoning Action

Retain mixed use residential land use designation

Zoning remains MXD (Mixed Use Development)

~~**B. Mixed-Use Residential with a Commercial/Office Component**~~

~~Redesignate as mixed use residential-office-commercial with a zoning classification of MXD. With this option, the residential housing types and locations should remain consistent with Option A that promotes single-family detached, single-family attached, two-over-two condominium and multi-family units. Any commercial or office development should occur along Girard Street and Goshen Road abutting the existing adjacent commercial site. More dense residential development should occur adjacent to any office or commercial activity with the low density residential development occurring adjacent to the City parkland and stream valley buffer. The commercial or office use and area should be limited and secondary with the residential development being the predominate use in both area and significance for this site. The stream and stream valley buffer should be protected and not allow for any disturbance with the exception of public pathways. The stream valley buffer contains City-owned parkland and would be an ideal location for a bikeway/pedestrian trail system to connect the adjacent roadway, Forest Oak Middle School, City and County trail system, and future development of this site. Additional plantings should be located within the stream valley buffer and all "watchlist" species shall be protected and not allow for any disturbance~~

~~**Land Use and Zoning Action**~~

~~Adopt mixed use residential-office-commercial land use designation~~

~~Zoning remains MXD (Mixed-Use Development)~~

Map Designation 2:

Redesignate as open space with a zoning classification of R-A.

This map designation is adjacent to and contains the Whetstone Run tributary, Whetstone Run stream valley buffer, steep slopes and possibly wetlands. This portion of the study area should be dedicated to the City of Gaithersburg, when development of the study area occurs, and designated as open space to preserve the environmental features. A hiker/biker path or pedestrian trail may be located in this area as part of the City master plan for trails. A portion of this area should also be dedicated to Montgomery County Public Schools as public right-of-way for the existing access to the adjacent Forest Oak Middle School.

Transportation Improvements

With respect to the master planned roads, transit options, bike paths, and pedestrian walkways, a detailed evaluation of rights-of-way and paving widths, road classifications, and design criteria will be conducted during the anticipated update of the city-wide transportation element of the master plan. However, during the course of review of the study area, previous recommendations relative to certain existing and proposed master planned roadways are still valid within the context of the planned land use decisions, as follows:

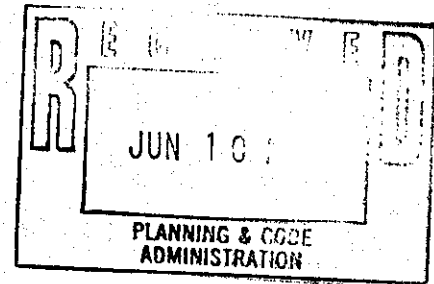
- West Watkins Mill Road, as an arterial roadway with 120 feet of right-of-way, will be a maximum six-lane roadway with pedestrian and bicycle capacity. Two access points will be reserved along West Watkins Mill Road for ingress/egress of the study area.
- Metropolitan Grove Road is proposed as an improved street with a grade separated crossing over the CSX rail line with an internal access road linking to West Watkins Mill Road. A feasibility study should be conducted to determine the type of crossing over the CSX rail line for the Metropolitan Grove Road. Pedestrian/biker paths should be part of any determined design.
- The reservation of right-of-way for the construction of a transitway along the CSX railroad and the Metropolitan Grove MARC Rail Station, to traverse the Casey-Metropolitan Grove Study Area, and continue north along Interstate 270 must be executed. This transportation improvement is crucial to accommodate the Corridor Cities Transitway (CCT), as well as, the type of higher densities of development recommended in the study area, and the Montgomery County Master Plans for Shady Grove and Germantown. An eight to ten feet hiker/biker path should be provided along the CCT.
- Direct access from Interstate 270, by way of an interchange, to link with West Watkins Mill Road is an important part of the transportation linkages. Pedestrian and biker access along Watkins Mill Road and pass I-270 should be part of any design for the future I-270 Interchange.
- Extension of Metropolitan Court to West Watkins Mill Road will allow direct access of all I-3 zoned properties to West Watkins Mill Road and access to I-270 Interchange without placing traffic on Clopper Road (Route 117). Hiker/biker paths should be included along the roadway.

Phasing of development and the total square footage and number of housing units for each phase will be determined in accordance to the adopted Master Plan Themes and will not be approved until a traffic impact study is submitted and its conclusions acceptable to the City, and traffic engineer. A traffic impact study must demonstrate that critical intersections and links of roads (existing and planned) will operate at acceptable levels of service. The traffic generated by the proposed development, plus all approved subdivisions and all other current uses, shall operate at an acceptable level of service. The level of service standard, per the Transportation Theme, assumes that it is the level at which the transportation facilities will operate satisfactorily at maximum capacity. The traffic impact study should be prepared utilizing: (1) the standard ITE trip generation

What will construction acceptable levels of service may be set forth either in an amended Transportation element to the Master Plan and/or additional zoning ordinance amendments established by acceptable levels of service for Transportation facilities within the City.



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION



June 6, 2003

Mr. Mark Depoe
Director of Long Range Planning
Planning and Code Administration
City of Gaithersburg
31 South Summit Avenue
Gaithersburg, Maryland 20877-2098

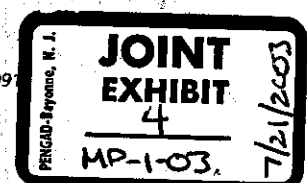
SUBJECT: City of Gaithersburg Draft 2003
Master Plan Land Use Element

Dear Mr. Depoe:

Thank you for the opportunity to review the City of Gaithersburg's draft 2003 Master Plan Land Use Element. The City's Master Plan update is well timed to allow coordination with our Master Plan work. We are currently working on a series of Master Plan updates for the I-270 Corridor, including the Gaithersburg Vicinity Master Plan, the Shady Grove Sector Plan, the Germantown Master Plan, and the Twinbrook Sector Plan.

Since the Gaithersburg Vicinity Master Plan area surrounds the incorporated City of Gaithersburg, coordination between our jurisdictions is critical. The draft Land Use Element provides a thorough overview of the vision and guiding principles for the City as well as parcel-specific land use recommendations. We look forward to reviewing the additional elements of the City's Master Plan update, particularly the transportation and housing sections.

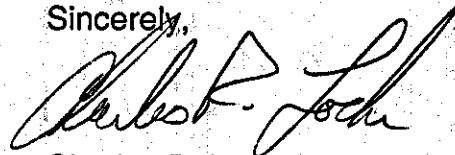
At this time, we would like to make some general observations about the direction the City appears to be taking on land use issues. According to your report, the City has been trying to encourage a diversity of housing choices and homeownership options for some time. To create more of a balance in its housing stock, the City has encouraged the construction of single-family detached units while discouraging additional townhouses and apartments. We understand that the City wants to ensure that citizens of all socio-economic backgrounds find places to live within the City's boundaries. At the same time, the County Council and Planning Board have become increasingly concerned that many households are being priced out of the County's housing market, including teachers, fire and police workers, and nurses. The City's draft report does not mention affordable housing specifically, but references a Housing Policy adopted by the City in 1999. Providing opportunities for affordable housing is a significant element of our work program.



Montgomery County also places a strong emphasis on seeking a balance of housing units and job opportunities that can be supported by public facilities. The jobs/housing ratio is an especially useful tool in areas that are reaching build-out and decisions are being made about remaining developable sites. In the I-270 Corridor, more jobs than housing units have been produced. This imbalance may lead to increased traffic congestion since employees will be less likely to find housing near employment. This imbalance becomes increasingly difficult to change as build-out of the area approaches. Given a choice between housing development or commercial development, we would encourage the City to consider residential options.

In addition to these broad policy concerns, there are a number of detailed planning issues that should be coordinated among our staff. The planning for the Metropolitan Grove area represents a significant opportunity to coordinate our planning efforts. Providing sites for schools both within the City and Montgomery County is also important to meet the needs of our expanding population. Planning for the future Corridor Cities Transitway including transit lines, stations and maintenance yards should also be coordinated. Staff will initiate a meeting to discuss inter-jurisdictional coordination in the near future. We appreciate the opportunity to review the draft Land Use Element and look forward to working with the City on matters of shared concern.

Sincerely,

A handwritten signature in dark ink, appearing to read "Charles R. Loehr", written in a cursive style.

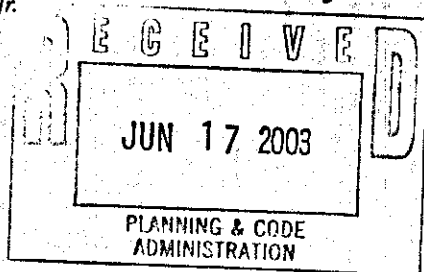
Charles R. Loehr
Director



Maryland Department of Planning

Robert L. Ehrlich, Jr.
Governor
Michael S. Steele
Lt. Governor

Audrey E. Scott
Secretary
Florence E. Burian
Deputy Secretary



June 9, 2003

Mr. Mark DePoe
Long Range Planning Director
Planning and Code Administration
City of Gaithersburg
31 South Summit Avenue
Gaithersburg, Maryland 20877

LOCAL PLAN REVIEW: City of Gaithersburg Master Plan – Land Use Element - 2003
Date Received: May 26, 2003
Review Coordinator: Vincent Erundu [410.767.2620]

Dear Mr. DePoe:

The Maryland Department of Planning has received the above-referenced plan. We have made an initial review of the document and circulated it to appropriate staff for comment.

We have sent copies of the Plan to the Maryland Departments of Natural Resources, Business and Economic Development, Housing and Community Development, and the Maryland Emergency Management Agency.

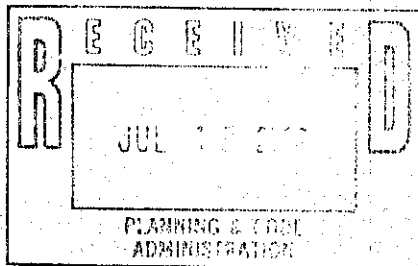
Thank you for your cooperation. Please contact the review coordinator noted above or me if you have any questions.

Sincerely,

Larry F. Duket
Director, Local Planning

cc: Vincent Erundu





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Washington, DC 20576
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Fax 202 482-7272
www.ncpc.gov

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The Honorable Anthony A. Williams

Chairman
Council of the District of Columbia
The Honorable Linda W. Cropp

Executive Director

Patricia E. Gallagher, AICP

IN REPLY REFER TO:
NCPC File No. MP072

JUL 14 2003

Ms. Jennifer Russel
Director
Planning and Code Administration
City of Gaithersburg
31 South Summit Avenue
Gaithersburg, Maryland 20877-2098

Dear Ms. Russel:

Thank you for the opportunity to review and comment on the Draft Master Plan Land Use Element for the City of Gaithersburg. At this time we have no concerns regarding the document and support the recommendations affecting federal property.

As you may be aware, we maintain a database of federal land use plans in the National Capital Region and we appreciate your efforts to keep us informed of changes to the Gaithersburg Master Plan. We look forward to receiving the final draft in the near future.

If we can be of any further assistance, please feel free to contact me.

Sincerely,

Patricia E. Gallagher, ACIP
Executive Director





2003 MASTER PLAN LAND USE ELEMENT

I. MASTER PLAN PROCESS AND
CITY OVERVIEW

II. MAP DESIGNATIONS

III. SPECIAL STUDY AREAS



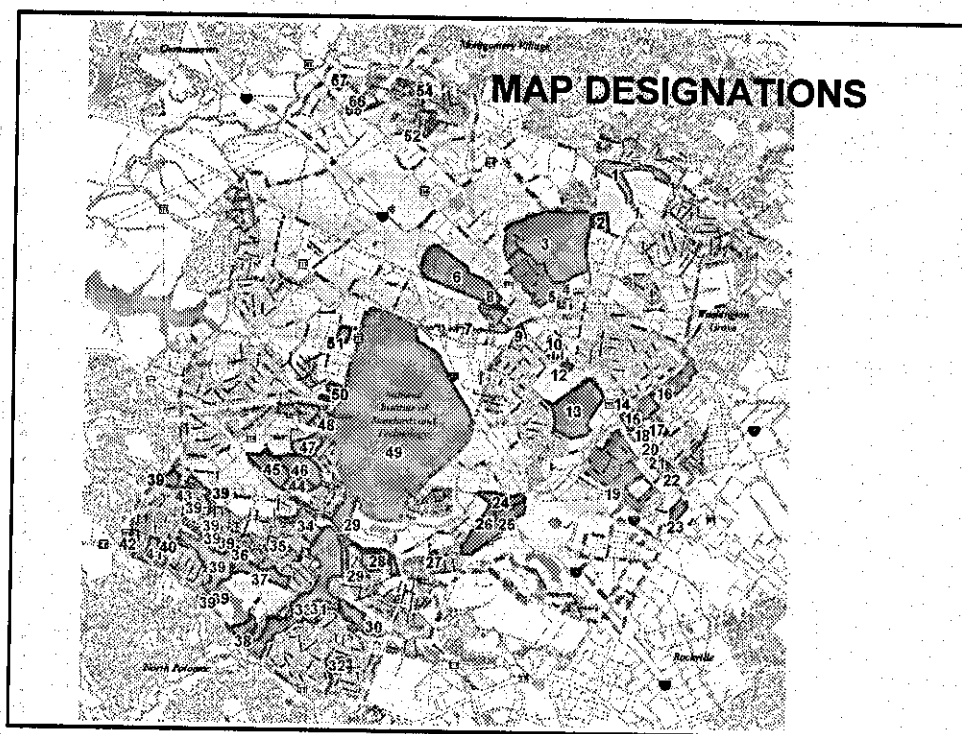
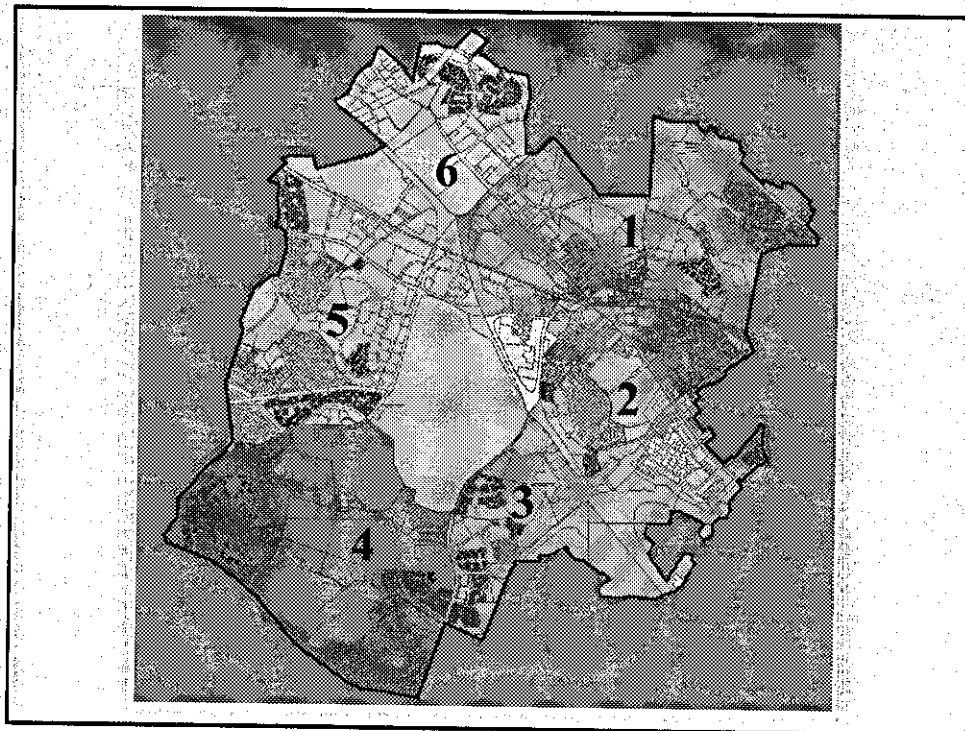
I. MASTER PLAN PROCESS AND CITY OVERVIEW

- TO THE READER
- LEGAL AUTHORITY OF THE PLAN
- MASTER PLAN UPDATE
- 2003 STRATEGIC DIRECTION PLAN
- THEMES
- CITY-WIDE GROWTH PATTERN THROUGH ANNEXATIONS AND GAITHERSBURG VICINITY PLANNING
- POPULATION TRENDS
- HOUSING TRENDS

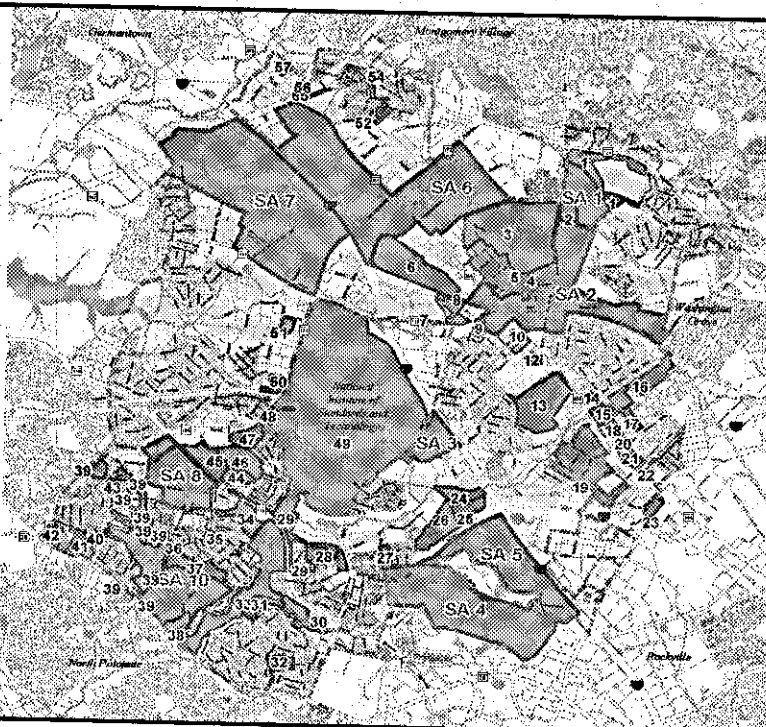
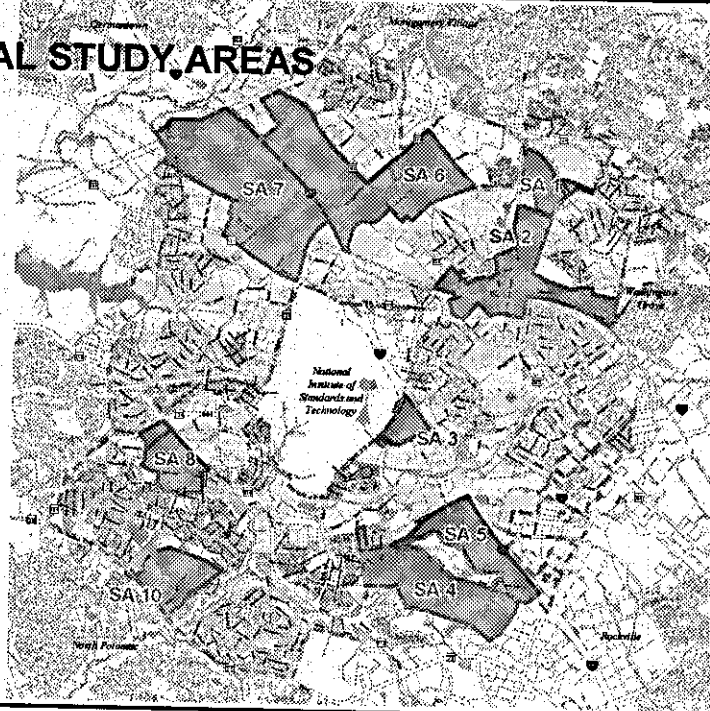


TO THE READER

The City has selected to revise the approach for preparing its land use element from the review and update of planning neighborhoods to the review and update of special study areas and planning map designations through a theme-based approach.



SPECIAL STUDY AREAS



LEGAL AUTHORITY

Gaithersburg, as an incorporated city, is subject to Article 66B—Land Use, of the Annotated Code of Maryland. Section 3.05, of Article 66B, requires that the City's Master Plan shall be reviewed and if necessary revised or amended at least once every six years. The proposed 2003 Land Use Plan Element is recommending revising and amending the City's current Master Plan.

LEGAL AUTHORITY

- Article 66B
- Maryland Planning and Zoning Enabling Act
- 1992 Economic Growth Resource Protection & Planning Act
- 1997 Smart Growth and Neighborhood Conservation Initiatives

MASTER PLAN UPDATE

The master plan is designed to establish a vision and long-range plan for the City's future. It sets policies, identifies and evaluates community planning goals and areas of community concern, and in the final analysis, presents a recommended plan.

Leading into the 2003 Master Plan, the Strategic Directions have been updated and the City began a visioning process to view the City as a whole while following a theme-based approach.

MASTER PLAN UPDATE

- Establishes a Vision
- Sets Policies
- Identifies and Evaluates
Community Planning Goals

These are accomplished through...

- Ongoing Review and Revisions
- Land Use
- Themes
- Special Study Areas
- Visioning Process

2003 STRATEGIC DIRECTION

On an annual basis the Mayor and City Council adopt a Strategic Plan. The 2003 Strategic Directions will advance the goals, objectives and vision of the 2003 Master Plan Update.

The Master Plan lists the 2003 Strategic Directions:

- » Overview
- » Vision
- » Guiding Principles

2003 STRATEGIC DIRECTION

➤ Strategic Direction Overview

- Ensure that all planning and development considers and responds to the City's environmental, transportation, economic, social, and civic needs.

➤ Vision

- "Gaithersburg will be a City that..."

➤ Guiding Principles

- Guided by Six Pillars of Character Counts

THEMES

The Mayor and City Council, Planning Commission, City Staff and the citizens of Gaithersburg began the process of updating the Master plan by creating a vision for the community during several public work sessions in 2002. A host of nine Themes were created during this process and adopted by the Mayor and City Council on October 7, 2002.

The Themes will set the vision of the City and help with future policy decisions regarding the City's identity, redevelopment options, the location of town centers, environmental protection, transportation options, the scope and scale of community facilities, housing needs, economic development and education.

THEMES

- Developed by the Mayor and City Council and Planning Commission to guide land use decisions.
- Each Theme does not stand alone and all should be considered as Master Plan decisions are made.
- Theme Objectives
- Theme Actions

THEMES

IDENTITY

Gaithersburg is a community that... has a remarkable sense of place, with a distinct identity and strong heritage, characterized by attractive public spaces.

THEMES

REDEVELOPMENT

Gaithersburg is a community that... will encourage orderly and managed redevelopment of aging areas using the themes developed herein, with an emphasis on decisions that ensure the stability of the City and that seek the continuous collaboration of all stakeholders.

THEMES

TOWN CENTERS

Gaithersburg is a community that... affirms the designations of the existing Town Centers which offer compact and efficient neighborhoods with vibrant centralized community-based focal points that attractively combine commercial, housing, civic, cultural, educational, transportation, and recreational opportunities.

THEMES

ENVIRONMENT

Gaithersburg is a community that... preserves and enhances open space and critical environmental areas; highlights natural beauty in its land use plans in order for such areas to support ecological systems, serve as award-winning parks, trails, and recreational facilities where public use is fostered through site design; and ensures a high quality of life that is sustainable for future generations.

THEMES

TRANSPORTATION

Gaithersburg is a community that... provides a wide number of transportation choices to overcome pressing transportation issues, including but not limited to encouraging mixed-use development, use of transit, bicycling, and pedestrian oriented urban design to reduce reliance on the automobile.

THEMES

COMMUNITY FACILITIES

Gaithersburg is a community that... has community services and public facilities that adequately serve the citizens and are planned to expand in an orderly, fiscally cost-effective manner to achieve sustainable goals.

THEMES

HOUSING

Gaithersburg is a community that... offers a range of housing choices, while preserving the character of existing neighborhoods and providing connectivity to adjacent areas of employment, nature, recreation, services, and shopping.

THEMES

ECONOMIC DEVELOPMENT

Gaithersburg is a community that...

encourages Economic Development with important jobs and businesses located only where infrastructure or capacity exists or can be improved.

THEMES

EDUCATION

Gaithersburg is a community that...

coordinates closely with the Board of Education so they can assure that adequate school capacity is available when considering new development, growth in existing neighborhoods and ever-changing demographics. Schools shall be sited so that they are well incorporated into the core of a community.

CITY-WIDE GROWTH PATTERN

- Rationale of Annexation
- State Code Amendment and Zoning Issues
- Growth Patterns Through Annexation
- Montgomery County Planning for Gaithersburg and Vicinity

POPULATION TRENDS

➤ Gaithersburg – 52,780 persons

Source: 2000 Census - SF3 File - Table P1

➤ 33.5 % Increase since 1990

➤ 18,084 Foreign Born 116% Increase since 1990

➤ Gaithersburg (Vicinity) – 68,985 persons

➤ Montgomery County – 843,341 persons

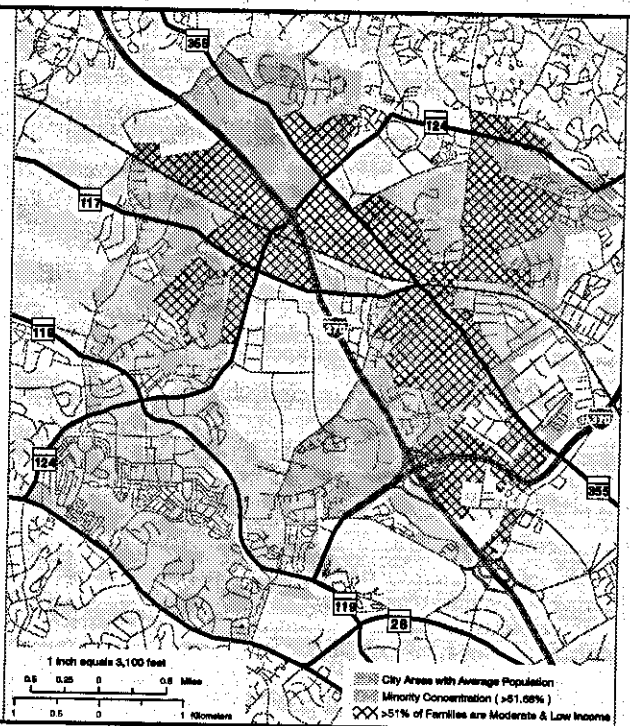
➤ 15.4% Increase since 1990

POPULATION TRENDS

➤ Minority Concentration

➤ Low to Moderate Income Population

➤ 2003 Consolidated Plan for Housing and Community Development



HOUSING TRENDS

➤ *1990 - 15,513 Housing Units*

➤ *2000 - 21,462 Housing Units*

*Based on City of Gaithersburg "Dwelling Units and
Estimated Population" - 1990, 2000 & 2002*

➤ *Average Annual Housing Growth Rate
2.8% Between 1990 and 2000*

HOUSING TRENDS

➤ **Housing Policies**

*Diversity of Housing Types for
Broad Range of Citizens*

➤ *Single Family Detached 20.4 %*

Up 2.1% since 1990

➤ *Townhouses 29.6%*

Down 2.4% since 1990

➤ *Apartments 49.8 %*

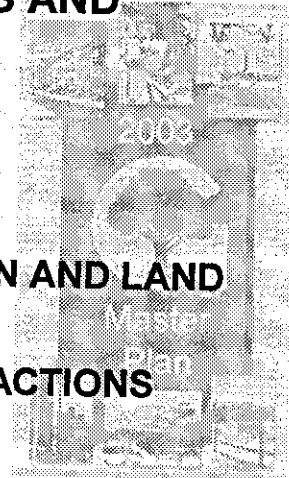
Up .1 % since 1990

II. MAP DESIGNATIONS

➤ LAND USE DESIGNATIONS AND ZONING CATEGORIES

➤ 57 MAP DESIGNATIONS

- TAX MAP REFERENCE
- TAX MAP
- PROPERTY INFORMATION AND LAND
- USE ALTERNATIVES
- LAND USE AND ZONING ACTIONS



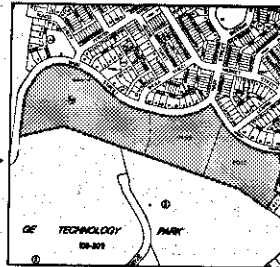
MAP DESIGNATIONS (Land Use)

- Low Density Residential
- Medium-Low Density Residential
- Mixed Residential
- Mixed Use
- Residential-Office
- Commercial-Office-Residential
- Commercial-Office
- Commercial/Industrial-Research-Office
- Industrial-Research-Office
- Institutional
- Open Space

MAP DESIGNATIONS (Example)

- Tax Map Reference
- Map Designation
- Background
- Land Use and Zoning Action

37. Designate Parcel A Block OO Lakelands and part of Tax Map F812 Parcel P455 as Open Space. Designate part of Tax Map F812 Parcel P455 and all of Tax Map F512 Parcel P512 as Institutional.



Parcel A Block OO and the western half of Parcel P455 are owned by the City and are currently under development as Lakelands Park. Many of the facilities, including ball fields, will be shared with the proposed Lakelands Park Middle School. The eastern half of Parcel P455 and all of Parcel P512 were transferred to Montgomery County Public Schools (MCPS) for use as a middle school. These parcels equal approximately 8 acres and are considered insufficient by themselves to support a middle school facility, so the City will share facilities on the adjacent Lakelands Park. The MCPS development plan for Lakelands Park Middle School has been submitted to the City to begin the review process. MCPS indicates that it intends to open the facility in 2005.

Land Use and Zoning Actions:
Adopt Institutional and Open Space land use designation
Recommend Zoning change from MXD to R-A

MAP DESIGNATIONS (Land Use Zoning and Action)

- Land Use Designation
 - Adopt
 - Retain
- Zoning Designation
 - Recommend Change
 - Retain
- Special Conditions
 - Map Designations:
11, 14, 20 and 57

III. SPECIAL STUDY AREAS

FIVE (5) COMPLETED

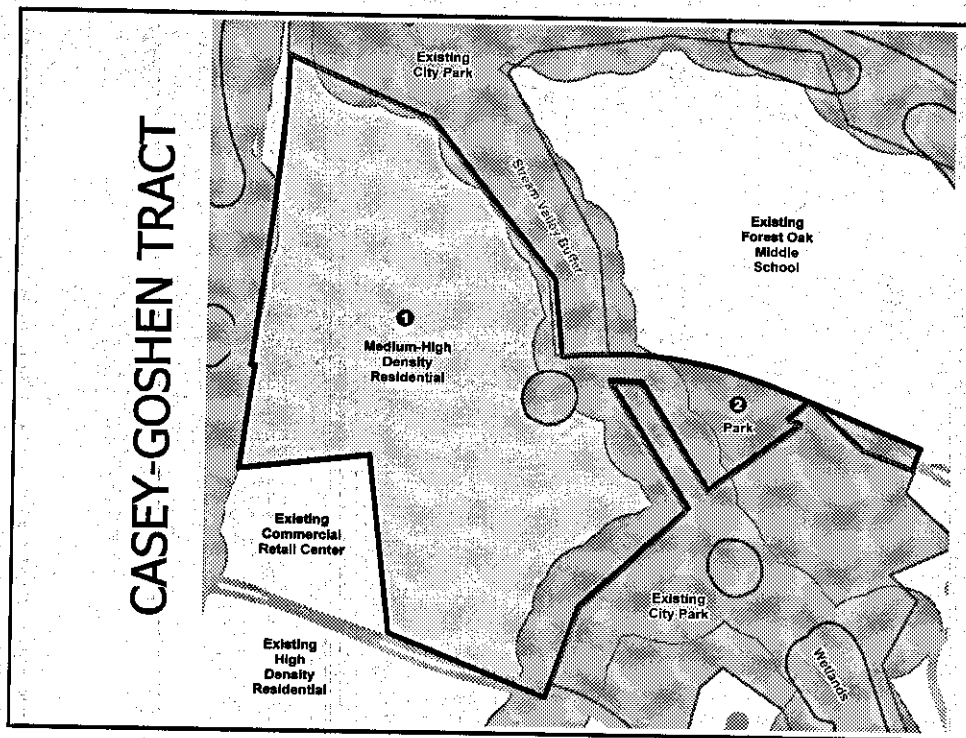
- CASEY-GOSHEN TRACT
- MUDDY BRANCH
- WASHINGTONIAN CENTER
- CASEY-METROPOLITAN GROVE
- UPTON'S-BOSTON MARKET

FIVE (5) REMAINING

- OLDE TOWNE
- CROWN FARM
- FREDERICK AVENUE NORTH
- KENTLANDS MARKET SQUARE
- GE TECH CAMPUS

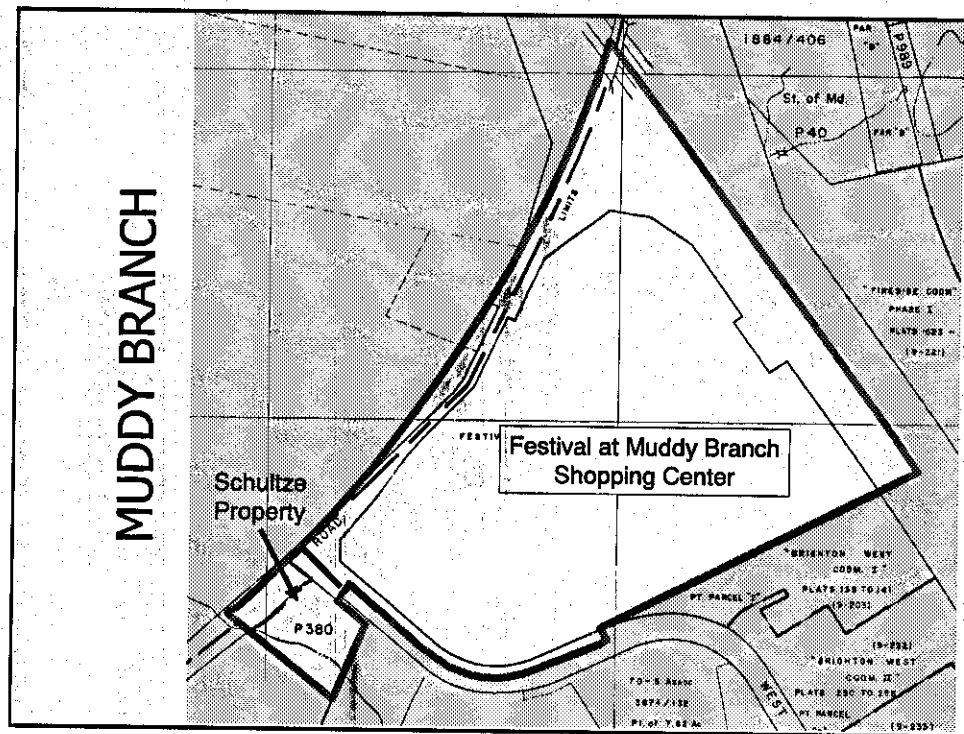
STUDY AREA

- Study Area Map and Information
- Tax Map Reference
- Location
- Background
- Existing Land Use/Physical Characteristics
- Special Study Area Review
- Proposed Land Use Options



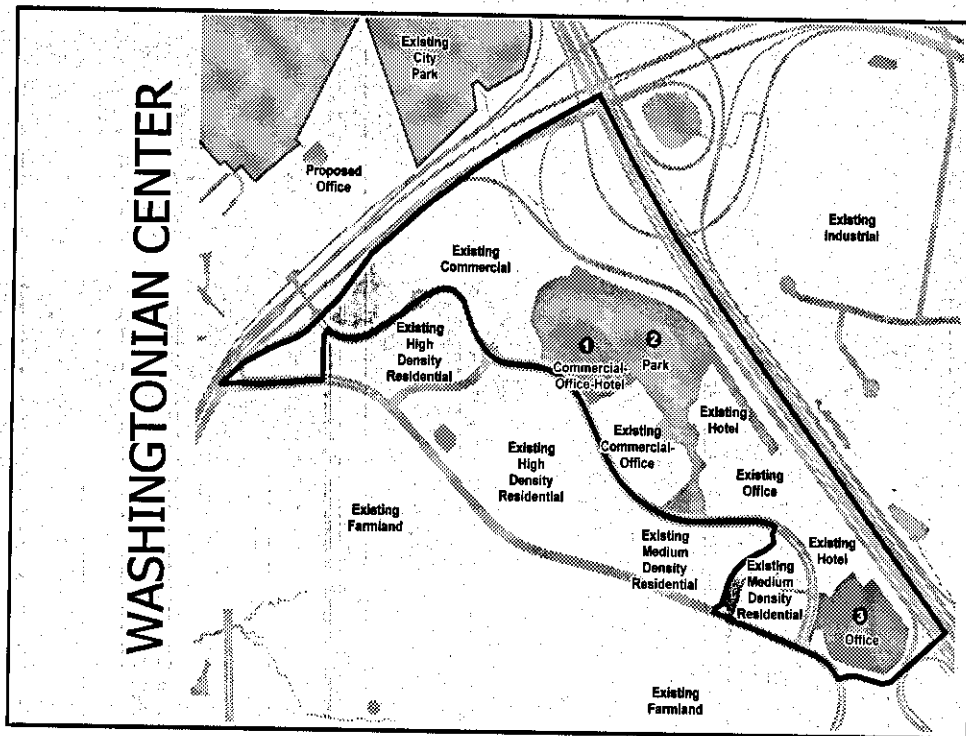
STUDY AREA CASEY-GOSHEN TRACT

- Map Designation 1
 - A. Retain: Mixed-Use Residential
 - B. Designate: Mixed-Use Residential with a Commercial/Office Component
- Map Designation 2
 - Designate: Open Space



STUDY AREA MUDDY BRANCH

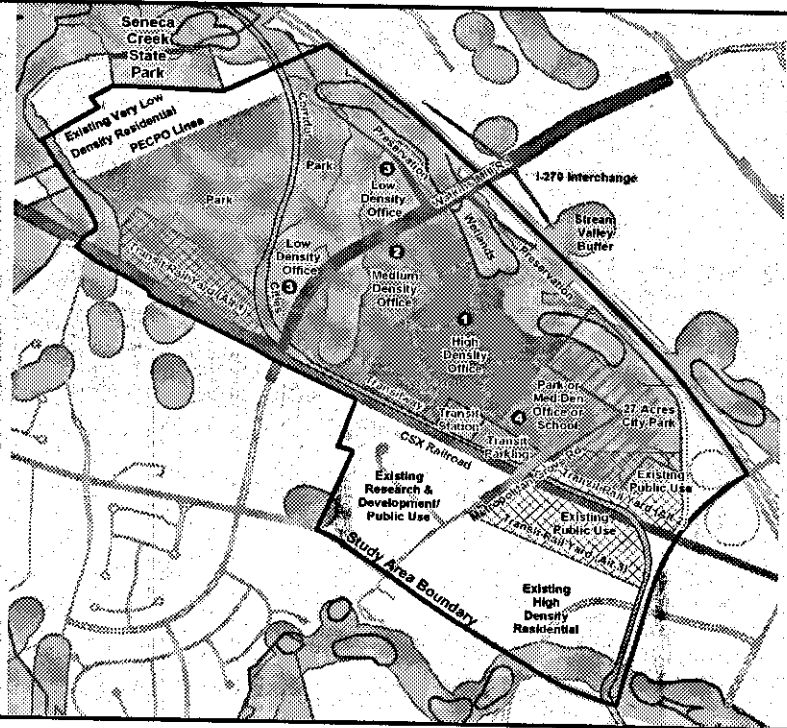
- Festival at Muddy Branch Shopping Center
 - Retain: Commercial
- Schultze Property
 - A. Designate: Open Space
 - B. Designate: Commercial



STUDY AREA WASHINGTONIAN CENTER

- Map Designation 1
 - A. Designate: Mixed-Use Commercial-Office
- Map Designation 2
 - Designate: Open Space
- Map Designation 3
 - Designate: Commercial/Industrial-Research-Office

CASEY-METROPOLITAN OPTION A

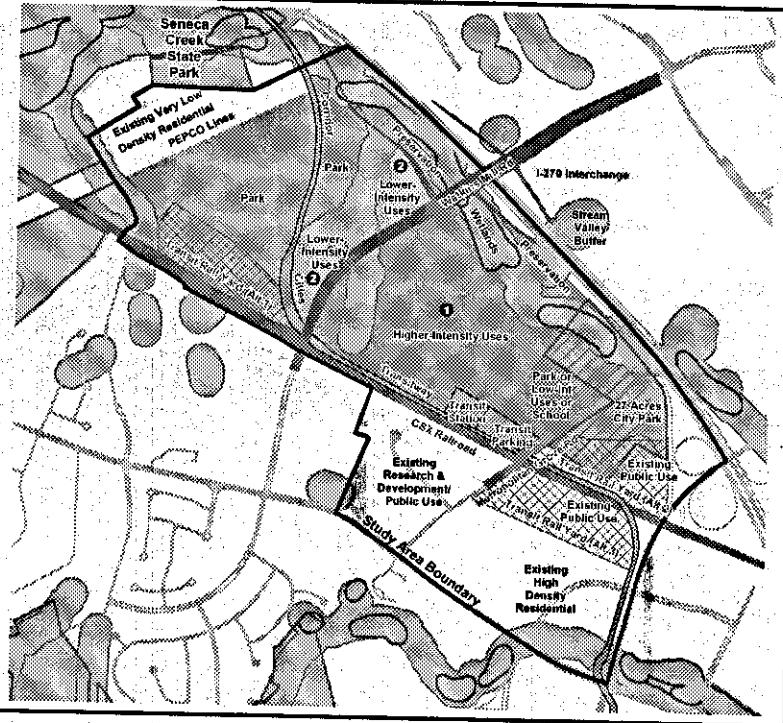


STUDY AREA CASEY METROPOLITAN GROVE

Option A: Office with a Commercial Component

- Map Designation 1
 - Designate: High Density Office
- Map Designation 2
 - Designate: Medium Density Office
- Map Designation 3
 - Designate: Low Density Office
- Map Designation 4
 - Designate: Medium Density Office, Open Space, Institutional

CASEY-METROPOLITAN OPTION B



STUDY AREA CASEY METROPOLITAN GROVE

Option B: Private Arts, Entertainment and Education Center

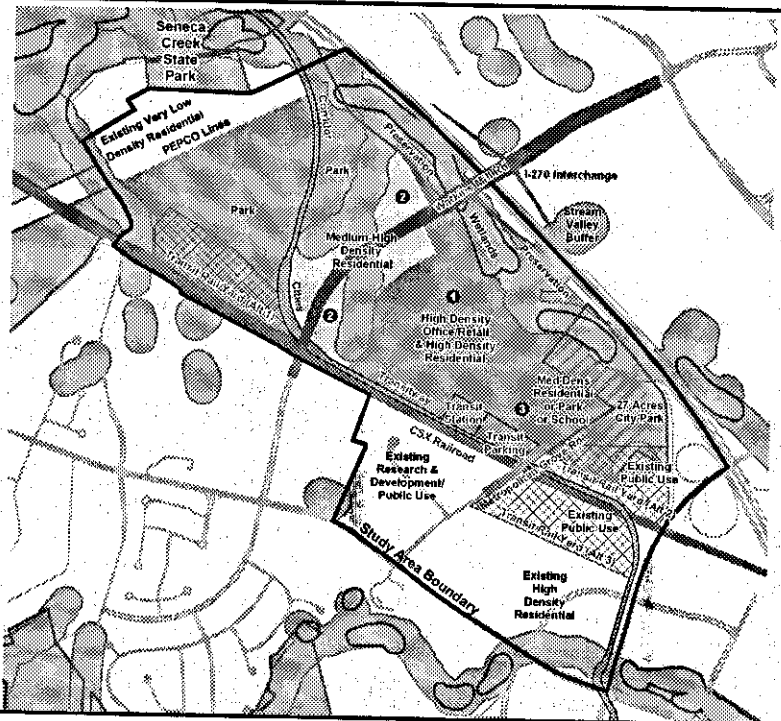
- Map Designation 1
 - Designate: High Intensity Uses
- Map Designation 2
 - Designate: Low Intensity Uses
- Map Designation 3
 - Designate: Low Intensity Uses, Open Space, Institutional

STUDY AREA CASEY METROPOLITAN GROVE

Option B: Private Arts, Entertainment and Education Center

- Map Designation 3
 - Designate: Low Intensity Uses, Open Space, Institutional

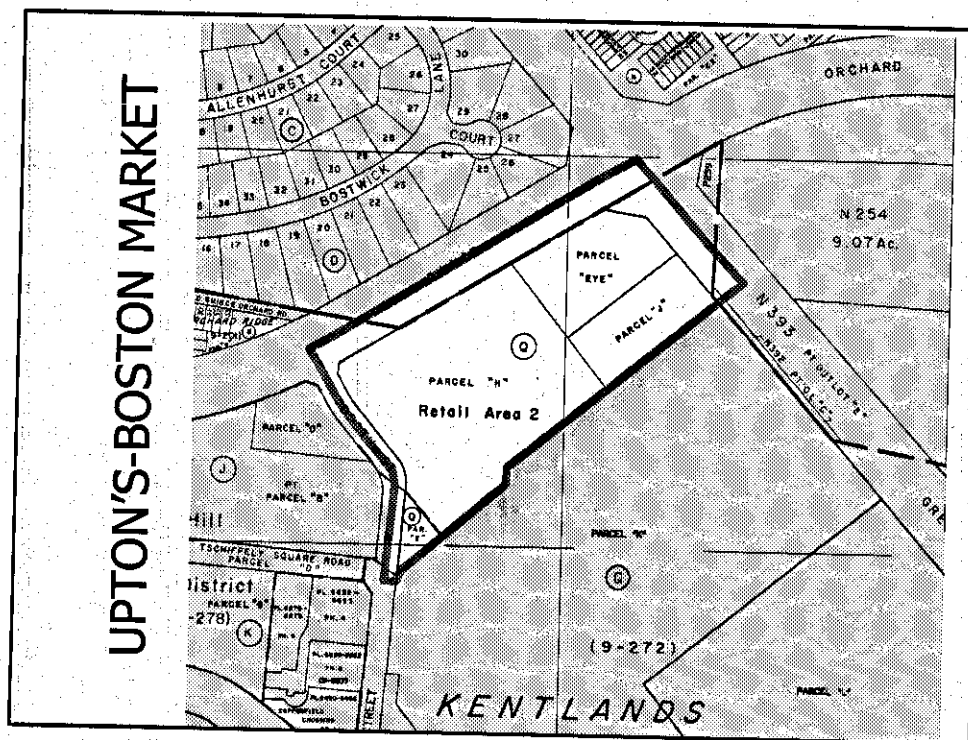
CASEY METROPOLITAN OPTION C



STUDY AREA CASEY METROPOLITAN GROVE

Option C: Mixed Use Office-Residential with a Commercial Component

- Map Designation 1
 - Designate: High Density Office and Residential
- Map Designation 2
 - Designate: Medium-High Density Residential
- Map Designation 3
 - Designate: Medium Density Residential, Open Space, Institutional
- Map Designation 4
 - Designate: Mixed Use Residential-Office-Commercial



STUDY AREA UPTON'S-BOSTON MARKET

- Designate: Commercial-Office-Residential

2003 MASTER PLAN

What has been accomplished.

- *New Master Plan Approach*
- *Adopted 9 Themes*
- *14 Stakeholder Meetings*
- *5 Joint Mayor and City Council and Planning Commission Workshops*
- *57 Map Designations*
- *5 Special Study Areas*

2003 MASTER PLAN

Where do we go from here?

- *Adoption of Land Use Element*
- *Special Conditions Process*
- *Comprehensive Rezoning Adoption*
- *Begin Review of the Remaining Five Special Study Areas*
- *Begin Update of Remaining Master Plan Elements*

2003 MASTER PLAN

Master Plan Elements

- *Land Use*
- *Sensitive Areas*
- *Transportation*
- *Bikeway/Pedestrian Plan*
- *Community Facilities*
- *Historic Preservation*
- *Smart Growth Policy*
- *Housing Policy*